

CO-OPERATIVE FEDERATION OF VICTORIA LTD

MINUTES OF BOARD MEETING

held at Victorian Producers' Co-operative Co., Millers Rd, Brooklyn, on

Thursday 6th July 1993

11/93 PRESENT:

B. Macintosh (Chairman)
S. O'Rourke
E. Long
J. Gill
D. McMullan
S. Chenery
V. Hughes
A. Gill (Secretary)

12/93 APOLOGIES:

I. Risstrom, D. Ryan, K. O'Neill, J. Saunders

13/93 MINUTES:

Resolved

"That the minutes of the board meeting held on 13 May, 1993 be confirmed as a true and correct record of that meeting and be duly signed by the Chairman."

"That the minutes of the future directions meeting held on 13 May, 1993 be confirmed as a true record of that meeting."

14/93 CORRESPONDENCE:

The secretary tabled incoming and outgoing correspondence since 13 May, 1993.

Resolved

"That the correspondence be received."

15/93 MEMBERSHIP:

Membership Drive

The secretary gave a report on the progress of the membership drive.

Applications For Membership

Six applications for membership were received.

Resolved

"That the following co-operatives be approved for membership of the Federation and the accompanying shares allotted:

<u>Co-operative</u>	<u>Shares</u>
Ballarat Taxis Co-operative Ltd	281 to 285
Footscray Rental Housing Co-operative Ltd	286 to 290
Macaulay Community Enterprise Network Co-operative Ltd	291 to 295
Ruach Community Co-operative Ltd	296 to 300
Swinburne Student Bookshop Co-operative Ltd	301 to 305
South Kingsville Health Services Co-operative Ltd	306 to 310"

Member Delegates

Resolved

"That the following member delegates be accepted pursuant to the rules:

<u>Delegate</u>	<u>Co-operative</u>
Alex Ziolkowski	Abalone Fishermen's Co-operative Ltd
Stephen Armstrong	Ballarat Taxis Co-operative Ltd
Daniel McMullan	Bonlac Foods Limited
Des Free	Cobden Artificial Breeders Co-operative
C. J. Phillipot	Euroa Co-operative Society
Brian Macintosh	Gippsland Tip Truck Hiring Co-operative
Kerry O'Neill	Macaulay Community Enterprise Network Co-op
Gavin Webb	Ruach Community Co-operative
Vern Hughes	South Kingsville Health Services Co-op
Rolf Wilkens	Swinburne Student Bookshop Co-operative
Ronald Mills	Terang & District Co-operative

<u>Delegate</u>	<u>Co-operative</u>
James Saunders	The Phosphate Co-operative Co.
John Gill	Victorian Producers' Co-operative Co.
Chris Stocks	Waverley Trading Co-operative Ltd."

16/93 RESIGNATION OF DIRECTOR:

The secretary advised that Mr Bernie Hawkins has given the prescribed one month's notice in writing of his intention to resign as a director of the Federation.

Resolved

"The board accepts the resignation of Mr Hawkins with regret."

17/93 FILLING CASUAL VACANCY:

Mr Vern Hughes offered himself to fill the vacancy caused by the resignation of Mr Hawkins.

Resolved

"That Mr Vern Hughes be appointed a director to fill the vacancy on the board."

18/93 STATE GOVERNMENT REPORT:

Co-operatives Legislation

The secretary advised that in response to past representations by A.A.C., the State Attorney General is proceeding with new legislation for co-operatives.

The secretary further advised that the Attorney General would be willing to receive a deputation from the Federation after draft legislation has been prepared.

Resolved

"That the secretary prepare a summary of the proposed legislation."

Grant from Government

The secretary advised that funds were allocated to the Federation in the 1992/93 State budget. Action taken to secure the funds and \$10,100 was received in early July.

19/93 SECRETARY'S REPORT:

A report on the activities of the secretary since 13 May was tabled.

The secretary reported that the N.S.W. Registry of Co-operatives had secured the library from the liquidator of the Australian Association of Co-operatives and that the Registry would be willing to consider a proposal to prepare a catalogue on the books contained therein.

Resolved

"That a letter be written to the N.S.W. Registry seeking access to the former A.A.C. library and to support the proposal to produce a catalogue."

20/92 FINANCE REPORT:

End Of Year Accounts

The chairman tabled the statement of accounts for the 1992/93 financial year.

Resolved

"In the opinion of the Directors the Profit and Loss Account is drawn up so as to give a true and fair view of the Profit or Loss of the Federation for the 1992/93 financial year and the Balance Sheet is drawn up so as to give a true and fair view of the state of the Federation as at the end of the financial year, and such statement be duly signed by two directors."

Directors' Report

The chairman tabled a draft directors' report made out pursuant to section 131(1) of the Co-operation Act.

Resolved

"That the directors' report presented by the chairman be adopted and duly signed by two directors."

Accounts Payable

The following invoice was received for payment:

Anthony Gill, consultancy fees\$3,481.56

Resolved

"Account is approved for payment."

Annual Subscription

The board considered a range of options for the calculation of the 1993/94 annual subscription.

Resolved

"That the secretary present a report to the next board meeting on the likely income received from current members based on the Federation's 1982/83 subscription formula."

Term Deposit

The chairman advised that the Federation has funds invested on term deposit with IOOF Friendly Society, with the term expiring in October.

Resolved

"That the funds invested on term deposit be retained in IOOF until maturity."

Bank Branch

The board discussed the need to open a bank account at a branch convenient for the secretary.

Resolved

"That the secretary open an account on the Federation's behalf at the Daylesford branch of the Commonwealth Bank."

Signatories

The secretary advised of the rule concerning the signing of cheques and other negotiable instruments.

Resolved

"That the following directors be authorised to sign cheques, drafts, bills of exchange, promissory notes and other negotiable instruments for and on behalf of the Federation; Stephen Chenery, John Gill and Vern Hughes.

21/93 ANNUAL GENERAL MEETING:

Timing

The secretary advised of the notices required under the rules for the convening of the annual meeting.

Resolved

"That the 1993 annual general meeting of the Federation be held on Thursday 9th September at the Brooklyn premises of the Victorian Producers' Co-operative Co., commencing at 4 p.m.."

Directors To Retire By Rotation

The Secretary advised that Messrs Macintosh, Chenery and Risstrom are due to retire as directors at the 1993 annual meeting.

22/93 GENERAL BUSINESS:

Reimbursement of Expenses ex A.A.C.

Mr Macintosh and the YCW Co-operative Society through Mr Long presented separate proposals to the board to pay certain expenses totalling \$181.54 and \$588.00 respectively, incurred by them in the final days of the Australian Association of Co-operatives.

Resolved

"That the expenses incurred by Mr Macintosh and YCW Co-operative be approved for payment, on the condition that any reimbursement by the liquidator of A.A.C. in relation to those expenses be refunded to the Federation."

Adequacy of Rules

The board deferred the consideration of the adequacy of the Federation's rules to a later date.

Agreement between A. Gill and Federation.

A draft agreement was tabled by the secretary. The board deferred consideration of the agreement to the next board meeting.

Reichstein Foundation

The secretary advised that a letter was received from Mr David Griffiths asking whether or not the Federation could provide the auspice for funding received from the Foundation for his Co-operatisation Project.

Resolved

"The board agrees to the Federation providing the auspice for the Co-operatisation Project on the condition that any expenses incurred by the Federation in the administration of the project be reimbursed from the funds received from the Foundation."

Co-operatives' Council of Australia

The secretary advised that a letter was received from the Chairman of the Council inviting a nominee from the Federation to act as Victoria's delegate on the Council.

Resolved

"That Mr Jim Saunders act as Victoria's delegate on the Co-operatives Council of Australia."

23/93 NEXT MEETING:

Resolved

"That the next board meeting be held at Bonlac Foods Limited, 566 St. Kilda Road, Melbourne on Tuesday 3rd August, 1993 commencing at 1.00 p.m."

Signed:
(Chairman)

Date: 3/8/93